

QUESTIONS/ANSWERS RELATIVE TO LINGUIST RFP

Number	Offeror Questions	Ref.	Answer
1	<p>Supporting Documentation, which would normally include documents such as the Annual Report for the Prime contractor and/or other documentation to support processes or procedures tailored to program support, is currently included in the 30 page limit for the narrative Management Proposal.</p> <p>Would the Government consider excluding Supporting Documentation from the page count limit to allow inclusion of the Prime Contractor Annual Report and other “supporting documentation”?</p>	L-11.4	<p><u>Government Answer:</u></p> <p>Government will not exclude Supporting Documentation from the page limit to allow inclusion of the Prime Contractor Annual Report and other “supporting documentation”. The response to Section L and M should be provided within the 30 page limit.</p> <p>Nonconcur. Supporting Documentation will remain within the 30 page limit.</p>

Number	Offeror Questions	Ref.	Answer
2	<p>Offerors shall send a briefing team of no more than five (5) individuals to present the firm’s oral presentation. <i>The Offeror’s briefing team shall be based on the individuals proposed to perform under the contract.</i> Individuals not currently employed by the prime or the subcontractor may participate so long as they are proposed key personnel.</p> <p>It is our understanding that only Key Personnel performing under the contract, with resumes submitted as part of the proposal, are permitted to attend as part of the Presentation Team. Is this correct?</p>	L-12.3	<p><u>Government Answer:</u></p> <p>Presenters must be <u>either</u> employed by the offeror or a subcontractor (in which case they do not need to be one of the key personnel) <u>or</u>, if not currently employed by the offeror or a subcontractor, must be proposed by the offeror or a subcontractor as one of the "key personnel" (with resume submitted as part of the proposal).</p>

Number	Offeror Questions	Ref.	Answer
3	<p><i>All Other Direct Costs (ODC) costs shall be non-fee bearing costs, even if they are proposed as labor costs in accordance with the disclosure statement.</i></p> <p>It is our understanding that if we hire and bid linguist Consultants to satisfy the labor requirements of the RFP, the costs will be non-fee bearing. Is this correct?</p>	B.2	<p><u>Government Answer:</u></p> <p>Yes, the cost will be non-fee bearing, if you hire and propose Linguist Consultants to satisfy the labor requirements of the RFP.</p>

Number	Offeror Questions	Ref.	Answer
4	<p>As written. “The Monthly Status Report shall be submitted by the 15th of each month. The report shall provide a summary of linguists deployed during the quarter to include number, categories, languages and the deployment region; status of security clearance process; a summary of costs by Task Order/CLIN/SUBCLIN under the contract to include an estimated cost-to-complete.” Recommend including the numbers and names of all linguists killed</p>	PBWS 2.6.2	<p><u>Government Answer:</u></p> <p>The RFP paragraph PBWS 2.6.2 is amended to incorporate the following statement: “The Monthly Status Report shall also include the numbers and names of all linguists killed during the previous month along with the names and description of injuries of all linguists evacuated out of theater. Information on linguists killed or injured in support of classified agencies/locations will be provided as a separate annex..”</p>

	during the previous month.		This will help the COR in accurate tracking and accountability of all personnel.
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Number	Offeror Questions	Ref.	Answer
5	As written “The US government will evaluate the Contractor’s performance under this contract based on reports provided by its field inspectors or quality assurance personnel assigned to this contract.”	PBWS 2.6.3	<p><u>Offeror Recommended Answer:</u> ADD. Regular and continuous feedback is essential to an effective QA plan. Accordingly the COR will provide feedback to the Contractor PM on a monthly basis as to their findings, problem areas requiring immediate action, areas of concern, and areas of strength. For negative observation the Contractor will take corrective actions and provide a written response to the COR which will be kept on file.</p> <p><u>Government Answer:</u> Non concur. The COR will establish a regular feedback schedule after award of the contract. RFP will remain unchanged.</p>

Number	Offeror Questions	Ref.	Answer
6	As written. “The contractor is responsible for obtaining all passports, visa, or other documents necessary for contractor employees to enter and /or exit any area(s).”	H.2 (i)	<p><u>Offeror Recommended Answer:</u> In addition many countries require work permits for any foreign citizen working in their country. The contractor is also responsible for obtaining work permits as required by law.</p> <p><u>Government Answer:</u> Solicitation paragraph H.2i is amended to state: The contractor is responsible for obtaining all passports, visa, work permits or other documents required by US and/or host country law for contractor employees to enter and /or exit any area(s).</p>

Number	Offeror Questions	Ref.	Answer
7	<p><i>A breakout of all hours proposed for linguists (by language type, location, and by category (CAT I, II, and III) as identified in the Government Current Estimated Linguist Requirements Chart (See L13.1.1).</i></p> <p>The referenced chart is classified. In responding directly to the chart we will be generating a classified response. Is this the Government’s intent?</p>	L-13	<p><u>Offeror Recommended Answer:</u> If it is the Governments’ intent not to have a classified response, then the requirement could designate a response by generalized location.</p> <p><u>Government Answer:</u> Yes, all responses directly related to the Classified Secret “ Government Current Estimated Linguist Requirements” chart will be classified and marked at Secret Level.</p>

Number	Offeror Questions	Ref.	Answer
8	Note #1 states that Total proposed value is defined as all costs and fees including other direct costs for all Contract Line Items 0001 – 0015. Should this definition be changed to include any other CLINs?	L-13 1.7	<p><u>Government Answer:</u> RFP Section L-13 (1.7) will be amended as follows: <u>From:</u> Total proposed value is defined as all costs and fees including other direct costs for all Contract Line Items 0001 – 0015. <u>To:</u> Total proposed value is defined as all costs and fees including other direct costs for all</p>

			Contract Line Items 0001 – 0020.
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Number	Offeror Questions	Ref.	Answer
9	May the prime contractors leave the blanks on the Referenced forms blank if the subcontractor(s) choose(s) to submit a sealed package? If so, should the prime contractor total the costs appearing on Figure #1 (i.e. total the costs in Figure 1 without the subcontractor's proprietary amounts)?	L.13 Factor 3.0	<u>Offeror Recommended Solution:</u> The contractor may leave fields that contain subcontractor proprietary data blank. The Government will update the forms upon receipt of the subcontractor's sealed package(s). <u>Government Answer:</u> No, the Prime Contractor is responsible for including burdened subcontractor dollars in the Prime contractor submission.

Number	Offeror Questions	Ref.	Answer
10	Section H.2h stipulates that "Contractor personnel may NOT possess privately owned fire arms or knives with blades in excess of three inches in the area of operations." However, the PBWS paragraph 2.2 entitled Deployment states "Contractor personnel may NOT possess privately fire arms in the area of operations. However, at the discretion of the combatant commander and to the extent authorized by the Contracting Officer, contractors are authorized to possess small arms for self-defense in accordance with guidelines in AR715-9 and applicable policies and regulations." Please clarify this apparent inconsistency in the RPF regarding weapons authorization in areas of operations.	H.2 (h) PBWS 2.2	<u>Offeror Recommended Solution:</u> Recommend the Government incorporate the reference in paragraph 2.2 of the PBWS into Section H.2.h. <u>Government Answer:</u> H.2 (h) amended to state: From: Contractor personnel may NOT possess privately owned firearms or knives with blades in excess of three inches in the area of operations To: "As a general rule, Contractor personnel may NOT possess privately owned fire arms or knives with blades in excess of three inches in the area of operations except they may possess firearms under the conditions described in PBWS 2.2."

Number	Offeror Questions	Ref.	Answer
11	The last sentence in this section states "Each volume shall completely address the elements and the factors as shown in L-13.2", however there is no Section L-13.2 in the RFP.	L-11.3	<u>Offeror Recommended Solution:</u> Please clarify the reference or provide Section L-13.2 <u>Government Answer:</u> RFP L-11.3 will be amended to state: <u>From:</u> Each volume shall completely address the elements and the factors as shown in L-13.2. <u>To:</u> Each volume shall completely address the Evaluation factors/Subfactors as shown in L-13.

Number	Offeror Questions	Ref.	Answer
12	Need clarification on the 4 th sentence "This report should be further delineated by location (if unclassified), user/supported unit or agency (if classified), security." Appears (if classified) should read (if unclassified)	PBWS 2.6.2	<u>Offeror Recommended Solution:</u> This report should be further delineated by location (if unclassified), user/supported unit or agency (if unclassified), security. <u>Government Answer:</u> RFP PBWS 2.6.2 will be amended as follows: <u>From:</u> This report should be further delineated by location (if

			<p>unclassified), user/supported unit or agency (if classified), security.</p> <p><u>To:</u> This report should be further delineated by location (if unclassified) and user/supported unit or agency (if unclassified).</p>
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Number	Offeror Questions	Ref.	Answer
13	<p>Paragraph H.1 The first sentence states “The contractor shall maintain an accredited facility within the contractor’s home office that will allow for any necessary discussions to take place at the TS/SCI level with Department of the Army military intelligence and security personnel.</p> <p>Question. Does “home office” mean Corporate Office or can a company within the Corp structure meet the requirement, given that it meets all the other requirements within the RFP?</p> <p>Example; The Corporate office is located in California however, the Corporation owns a company in VA. This company has a TS facility clearance, meets the 50 mile radius requirement and also meets the requirement for holding discussions at the TS/SCI level, i.e. a SCIF.</p>	H.1 (b)	<p><u>Offeror Recommended Solution:</u> The contractor shall maintain an accredited facility within a 50 mile radius of Ft Belvoir that will allow for any necessary discussions to take place at the TS/SCI level with Department of the Army military intelligence and security personnel.</p> <p><u>Government Answer:</u> Concur, the RFP H.1 (b) will be amended as stated: <u>From:</u> The contractor shall maintain an accredited secure facility within the contractor’s home office that will allow for any necessary discussions to take place at the TS/SCI level with Department of the Army military intelligence and security personnel.</p> <p><u>To:</u> The contractor shall maintain an accredited secure facility within 50 mile radius of Ft.Belvoir that will allow for any necessary discussions to take place at the TS/SCI level with Department of the Army military intelligence and security personnel.</p>

Number	Offeror Questions	Ref.	Answer
14	<p>The first sentence in paragraph L.2 reads: “The Government contemplates award of a Cost Plus Award Fee (CPAF) Requirements type contract,-- -----“</p> <p>This is in conflict with section B (type of contract). Section B.1 page 12 shows CLINS for CPAF and FFP.</p>	L-2	<p><u>Offeror Recommended Solution:</u> The Government contemplates award of a Cost Plus Award Fee (CPAF)/ Firm Fixed Price (FFP) Requirements type contract.</p> <p><u>Government Answer:</u> RFP L-2 will be amended as follows:</p> <p><u>From:</u> The Government contemplates award of a Cost Plus Award Fee (CPAF) Requirements type contract, -----“</p> <p><u>To:</u> The Government contemplates award of a Cost Plus Award Fee (CPAF) Requirements/ Firm Fixed Price (FFP) Type contract,”</p>

Number	Offeror Questions	Ref.	Answer
15	<p>The last sentence in paragraph L-12.1 lists the presentation equipment available for the oral presentations</p> <p>Question: Will the Government have the capability for a two screen presentation?</p>	L-12.1	<p>Government Answer: The Government has not identified the location of the Oral presentations. Therefore at this time the Government is unable to provide room configurations. The government will notify offerors of room configuration no later than 48 hours prior to oral presentations. A preview visit of the room will not be permitted." Microsoft Windows 2000 Professional (inclusive of word, excel and power point) will be available. A preview visit of the room will not be permitted.</p>

Number	Offeror Questions	Ref.	Answer
16	<p>Paragraph L-12.3 directs that the briefing team can consist of “no more than five (5) individuals to present the firm’s oral presentation.</p> <p>In order to adequately address all the functional areas required to support the preparation of the response for the two oral scenarios (Subfactor 1.5 Ability to react to Realistic Scenarios) would the Government consider allowing 2 additional (non briefers) be present to assist in preparing the response? The two additional personnel would meet the same requirements as the briefers.</p>	L.2	<p>Offeror Recommended Solution: Add to the end of the paragraph: “ An additional two personnel from the offeror’s management team may participate in the preparation of the offer’s response to the two oral scenarios. These two personnel will not be allowed to brief and must be proposed to perform under the contract. If they are not currently employed by the prime or subcontractor they may participate so long as they are proposed key personnel.”</p> <p>Government Answer: Nonconcur. Only five (5) individuals will be allowed participate either as presenters or observers. RFP remains unchanged.</p>

Number	Offeror Questions	Ref.	Answer
17	<p>The Government stated, "All Offerors <u>except the incumbent</u> should assume the 60-day transition period in developing their approach". In light of Section L-13, Subfactor 1.1 <i>Recruitment Procedures/Transition Plan</i>, which states “this section will be evaluated based on the Offerors' proposed methodologies for locating, recruiting, testing, staffing, and security procedures,” areas which are integral to the ongoing success of the Government's Linguist Management Mission, not only to the initial 60-day period, please explain how the government will ensure consistency among the solicitation requirements, proposal preparation instructions, evaluation factors and subfactors, solicitation provisions, and data requirements as required by the policies and procedures for selection of a source or sources in competitive negotiated acquisitions under FAR 15.303 (e).</p>	Answers to Questions on Draft RFP, Question 5.	<p>Offeror Recommended Solution: Recommend the Incumbent be required to submit a Transition Plan for Evaluation.</p> <p>Government Answer: Nonconcur. It is common practice to require nonincumbents to prepare proposals regarding contract performance areas that will not be required of the incumbent (e.g., First Article Test procedures). Because of the mission criticality of this effort, it is essential that the government know that nonincumbents understand the magnitude and complexity of the transition. Therefore a transition plan is required of the <i>nonincumbents</i>. Offerors should note, however, that transition costs are not part of the evaluated cost. Also, the solicitation is amended to allow each <i>nonincumbent</i> an additional 15 minutes to address the transition plan. This 15 minutes will be separate from all other parts of the oral presentation and offerors will be allowed during this time to <u>discuss only the transition plan</u>. Solicitation paragraph L.12.1 (governing oral presentations timing) is amended accordingly.</p>

Number	Offeror Questions	Ref.	Answer
18	The Government's Answer to this Question states that "...CAT I locally hired personnel will receive a medical screening, but not a medical exam." Are the medical screening procedures currently being used by the Incumbent sufficient to ensure all locally hired CAT I Linguists currently being utilized on the contract will pass the medical screening, or should Offerors assume that all locally hired CAT I Linguists require medical screening prior to beginning performance on this contract? As part of the Transition, we recommend the Government provide the results of these screenings to the successful Contractor, or to the successful Offeror's identified medical provider.	Answers to Questions on Draft RFP, Question 12.	<p><u>Offeror Recommended Solution:</u> For proposal estimation purposes, please specify the quantity of current Locally-Hired CAT I Linguists that require medical screening.</p> <p><u>Government Answer:</u> For evaluation purposes, the offeror should assume the CAT I quantity provided in the Classified document "Government's Current Estimated Linguist Requirements" require medical screening.</p>

Number	Offeror Questions	Ref.	Answer
19	The first sentence in the Reference section states, "All Other Direct Costs (ODC) costs shall be non-fee bearing costs, even if they are proposed as labor costs in accordance with the disclosure statement." Please confirm that the ODC Costs referenced by this statement are Foreign Service Pay, COLA, Hazardous Duty Pay, Danger Pay, and Personal Medical and Life Insurance, in accordance with the Government's answer to Question 19, asked regarding the draft RFQ.	Section B.2 Page 12	<p><u>Government Answer:</u> Yes, Foreign Service Pay, COLA, Hazardous Duty Pay, Danger Pay, and Personal Medical and Life Insurance are ODC Costs. Please note this is not an all inclusive list of ODCs.</p>

Number	Offeror Questions	Ref.	Answer
20	The Government has added FFP CLINs for the Transition Period and Non-Contingency Support, however, there is no FFP Inspection Clause in the RFP.	Section E	<p><u>Offeror Recommended Solution:</u> Revise this Section to include FAR 52.246-1, Inspection of Supplies – Firm Fixed Price.</p> <p><u>Government Answer:</u> FAR 52.246-1 is used for Simplified Acquisition Procedures. Section E will be amended to incorporate: FAR 52.246-2 Inspection of Supplies- Fixed-Price.</p>

Number	Offeror Questions	Ref.	Answer
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21	The first sentence references FAR 52.216-8 FIXED FEE, and there are no Fixed Fee CLINs in this Request for Proposal.	G.9	<p><u>Offeror Recommended Solution:</u> Revise the second sentence to read as follows: The amounts presently available and allotted to this contract for payment of fee are subject to the clause entitled “INCENTIVE FEE” (FAR 52.216-10).</p> <p><u>Government Answer:</u> CLIN’s 0022 and 0023 are Cost Plus Fixed Fee (CPFF). This contract is not a Cost Plus Incentive Fee; therefore FAR 52.216-10 is not applicable.</p> <p>RFP G.9 will be amended as follows: <u>From:</u> This contract is incrementally funded with respect to both cost and fee. The amounts presently available and allotted to this contract for payment of fee are subject to the clause entitled “FIXED FEE” (FAR 52.216-8). A summary of all allotted funding is shown in the chart below. This chart breaks out the funding by Task Order Number by Contract Line Item Number (CLIN) and by SubContract Line Item (SUB CLIN).</p> <p><u>TO:</u> This contract is incrementally funded with respect to both cost and fee. A summary of all allotted funding is shown in the chart below. This chart breaks out the funding by Task Order Number and by Contract Line Item Number (CLIN).</p>
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Number	Offeror Questions	Ref.	Answer
22	This Section states “Fort Bliss, Texas is the primary CRC supporting the CENTCOM area of operations for current operations. Overflow will process at the secondary CRC location for CENTCOM, Fort Sill, Oklahoma.” This Offeror understands that the incumbent contractor is currently using the CRC at Fort Benning, Georgia, as the CRC serving the CENTCOM Area.	H.2 (4)	<p><u>Offeror Recommended Solution:</u> Recommend the Government specify a single CRC to be used by all Offerors for bidding purposes.</p> <p><u>Government Answer:</u> Concur. For proposal purposes only, the offeror should use the CRC at Fort Bliss, TX.</p>

Number	Offeror Questions	Ref.	Answer
23	Of the identified quantity of required proposals, how many of each are required to be “Original” (i.e., the documents within must have original signatures)?	L-11.4 (d)	<p><u>Offeror Recommended Solution:</u> Please specify the numbers of “Originals” and “Copies” per volume.</p> <p><u>Government Answer:</u> The total number of copies for each volume includes one original. For example, for Volume I, the offeror shall submit a total of 6 copies, which includes 1 original and 5 copies.</p>

Number	Offeror Questions	Ref.	Answer
24	The “Agenda for Oral Presentations” states that the Government has assumed 260 total minutes	L-12.1	<u>Offeror Recommended Solution:</u> In order for the Government to obtain a clear and

	<p>for each Offerors' Oral Presentation. The note following this table states, "A 4-hour block of time will be scheduled to allow for technicalities or other unforeseeable changes". However, the Government's 260-minute (4 hours, 20 minutes) estimate exceeds the 4-hour (240 minutes) block of time.</p> <p>This Section currently limits the presentation of the Management Slides as provided in Volume II to 60 minutes. Due to the volume of information Offerors are required to present, the incumbent contractor has a distinct advantage if presentations of this material are limited to 60 minutes</p>	<p>knowledgeable understanding of all Offerors' proposed methodologies, recommend that the 60-minute maximum time limit be expanded to a maximum of 120-minutes. Additionally, recommend the Government schedule a 5-hour, 30-minute (330 minutes) block of time to all for technicalities or other unforeseeable changes.</p> <p><u>Government Answer:</u> The fixed bolded times in Section L-12 remains unchanged, except , as discussed in the response to question 17 above, 15 minutes will be offered to each <i>non-incumbent</i> offeror to permit discussion of the transition plan only. However total time is adjusted to a 5 hour block to accommodate any unforeseen technical difficulties or other changes.</p> <p>2. RFP L-12.1 will be amended to state: <u>From:</u> A 4-hour block of time will be scheduled to allow for technicalities or other unforeseeable changes. <u>To:</u> A 5-hour block of time will be scheduled to allow for technicalities or other unforeseeable changes.</p>
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Number	Offeror Questions	Ref.	Answer
25	<p>This Section states, "The Government will provide all necessary presentation equipment (i.e. laptop, projector screen, white boards).</p>	L-12.1	<p><u>Offeror Recommended Solution:</u> Please provide the specifications of the laptop, to include available drive types and USB Ports, software (MS Project, PowerPoint, etc.) and version, etc. Additionally, please provide details of other presentation equipment (quantity of microphones, supplies, other presentation materials, etc...). Also, please provide the room layout, and clarify if the presentation equipment will be set up prior to Offerors arrival, to include Offerors' Oral Presentations loaded onto the laptop. Finally, recommend Offerors be allowed to visit the presentation room prior to Oral Presentations.</p> <p><u>Government Answer:</u> The presentation equipment will be set up prior to the Offerors arrival, to include Offerors' Oral Presentations loaded onto the laptop. The Government has not identified the location of the Oral presentations. Therefore at this time the Government is unable to provide room configurations. The government will notify offerors of room configuration no later than 48 hours prior to oral presentations. A preview visit of the room will not be permitted." Microsoft Windows 2000 Professional (inclusive of word, excel and power point) will be available. A preview visit of the room will not be permitted.</p>

Number	Offeror Questions	Ref.	Answer
26	This Section states “Offerors shall send a briefing team of no more than five (5) individuals to present the firm’s oral presentation.	L-12.3	<u>Offeror Recommended Solution:</u> Please confirm the quantities of personnel allowed to observe, but not participate in, the Oral Presentation. Additionally, please confirm the quantities of personnel allowed to support the development of the scenarios provided during the Oral Presentation. At a minimum, recommend a Corporate Officer and a Contracting Representative be allowed to attend, in addition to the five (5) key presenters. <u>Government Answer:</u> Refer Question 16 above.

Number	Offeror Questions	Ref.	Answer
27	The 7th Bullet requires the Offerors to state whether they require Government Property, and if so, to identify the required property.	Section L-13 Factor 3.0 (7)	<u>Offeror Recommended Solution:</u> Please provide the current Government Furnished Equipment/Government Furnished Information/Government Property currently provided to the Incumbent. Providing this information to all Offerors removes the advantage the incumbent has in this area. <u>Government Answer:</u> RFP Section L-13, Factor 3.0 bullet (7) will be deleted in its entirety.

Number	Offeror Questions	Ref.	Answer
28	In the Classified Listing of Requirements, the Government has provided the Locations, Quantities, and Spoken Languages of the Linguists to be used by Contractors when developing their proposals.	L-13	<u>Offeror Recommended Solution:</u> Please identify which of the following information, as provided by the Government in the Classified Listing of Requirements, is classified, and is not to be presented in the Offerors’ Proposals in an Unclassified Format: Language, Location, Quantity of Linguists. Additionally, are Contractors allowed to develop a Classified Matrix that will allow the Government to evaluate Contractors’ Unclassified Proposals? For example, in Offerors’ Management and Cost Proposals, CAT I “A” might represent the CAT I Linguists, providing services in Arabic, in “Location A”. This Matrix would be delivered under separate cover and controls, and allow the Government to evaluate the portions of Offerors’ Proposals that would otherwise be Classified. <u>Government Answer:</u> See Government’s response to question 7.

Number	Offeror Questions	Ref.	Answer
29	Section L-10 states “All Offerors (large businesses only) shall submit a <u>Small Business Subcontracting Plan.</u>” The First Sentence of Section M-3 states “...<u>all</u> Offerors (including small businesses) are required to submit a Small Business Subcontracting Plan.)	Section L-10 M-3	<u>Offeror Recommended Solution:</u> Recommend revising the first Sentence of Section M-3 to read as follows: Pursuant to FAR 19.708(b) and in accordance with FAR Clause 52.219-9-Small, Business Subcontracting Plan, <u>all</u> Offerors (excluding small businesses) are required to submit a Small Business Subcontracting Plan. <u>Government Answer:</u> RFP M-3 will be amended as follows: <u>From:</u> All Offerors (including small business) shall submit a <u>Small Business Subcontracting Plan.</u> <u>To:</u> All Offerors (Large Business only) shall submit a <u>Small Business Subcontracting Plan.</u>

Number	Offeror Questions	Ref.	Answer
30	Does the incumbent's contract contain a phase-out provision? If so, what does the phase-out provision require of the incumbent?		<u>Government Answer:</u> The current contract includes FAR 52.237-3 Continuity of Service, but does not include a specific phaseout clause.

Number	Offeror Questions	Ref.	Answer
31	Please provide further information regarding the task order process and basis for FFP task orders. Will these orders be FP-LOE based on fixed hourly rates for linguists and other required personnel, or will the fixed hourly rates proposed for the contract be used to develop FFP (completion-type) proposals in response to specific tasking issued by the Government?		<u>Government Answer:</u> The fixed hourly rates proposed for the contract should be used to develop FFP (completion-type) proposal in response to specific tasking issued by the Government.

Number	Offeror Questions	Ref.	Answer
32	PWBS 1.0, fourth paragraph, states: "The contractor program manager, and all contractor on-site representatives shall be available 24 hours per day." Our interpretation of this statement and its inclusion immediately following definition of "contingency" indicates that the Program Manager and On-Site Managers as identified in Section C – 2.5, should be classified as "contingency"-- with costs included in CLINs 0001, 0004, 0007, 0010, 0013—and that other management and support staff would be more properly classified as non-contingency with associated costs included in CLINs 0016-0021. Is this interpretation correct?	PBWS 1.0 / 2.5	<u>Government Answer:</u> The 24/7 management is in accordance with the RFP Section C-2.5 is in support of the contingency operation and should be priced under the contingency CLINS.

Number	Offeror Questions	Ref.	Answer
33	Please clarify the overtime premium amount identified in FAR 52.222-2 in Section I. Does the Government intend to pay up to 2.5 times a linguist's regular rate of pay—i.e., straight pay (100 percent) plus	Section I	<u>Government Answer:</u> RFP Section I FAR 52.222-2 Payment for Overtime Premiums (Jul 1990) will be amended as follows: <u>From:</u> (a) The use of overtime is authorized under this contract if the

	a premium of 150 percent or is the premium 50 percent, equating to 1.5 times the regular rate of pay?		overtime premium cost does not exceed 150% or the overtime premium is paid for work -- <u>To:</u> (a) The use of overtime is authorized under this contract if the overtime premium cost does not exceed 50% or the overtime premium is paid for work --
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Number	Offeror Questions	Ref.	Answer
34	The RFP states “Each volume shall completely address the elements and the factors as shown in L-13.2.” Should the offeror assume this requirement only applies to the Management volume?	L-11.3	<u>Government Answer:</u> Refer to question 11. .

Number	Offeror Questions	Ref.	Answer
35	What reference materials/tools can the Proposal Presentation Team have available to prepare their response to the scenarios? In developing responses to the scenarios, will the offeror’s Presentation Team be permitted to use the telephone to contact company experts who are not members of the presentation team due to limitations on the number of participants?	L-12	<u>Offeror Recommended Solution:</u> The Proposal Presentation Team may have hard copy reference materials and a notebook computer to support their response to the scenarios. The Proposal Presentation Team may use the telephone to contact other company employees to support their response to the scenarios. <u>Government Answer:</u> Contractors will be allowed to bring any hardcopy reference materials, however notebook computers, computer disks, and any other electronic devices other than that containing the management slides submitted with the offerors' proposal are not permitted. The presentation team will not be allowed to use telephones during the presentation preparation and delivery period unless they agree to no longer be involved in the presentation. In the case of an emergency unrelated to the presentation, messages will be delivered to offeror presenters from their company or from offeror presenters to the offeror's company.

Number	Offeror Questions	Ref.	Answer
36	Section L requirements seem to dictate submission of a classified proposal. For example, offerors are required to repeat information from the classified addendum in the Staffing Plan, and the basis of estimate/cost detail necessary to fully support an estimate may also require reference to or repetition of data in the classified addendum. What guidance does INSCOM have with respect to submission of classified proposals ?	L-13 1.2 (a)	<u>Offeror Recommended Solution:</u> We recommend the Government revise the RFP to include unclassified data similar to that contained in Figure 1 (p. 78) of the DRFP to enable submission of an unclassified cost proposal. <u>Government Answer:</u> NISPOM, Chapter 5, Safeguarding Classified Information explains how the classified proposal information must be marked, double wrapped and sent back to INSCOM in accordance with 5-403 (Secret Transmission Outside a Facility) of the NISPOM. The delivery address for the classified proposal information is located in Section L-11.2.

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Number	Offeror Questions	ef.	Answer
37	If submission of a classified proposal is necessary, our understanding is that INSCOM would require the SCIF and/or processing equipment to be used for proposal preparation to be certified especially for this program. Is this correct and, if so, can INSCOM make resources available to certify an existing SCIF and/or processing equipment on a priority basis?	L13 1.2 (a)	Government Answer: The processing equipment does not require certification specifically by INSCOM and a SCIF is not required. However a stand-alone computer that has been accredited to process up to Secret with removable hard drive is required.

Number	Offeror Questions	Ref.	Answer
38	Insufficient information exists to enable offerors to propose “associated ODC’s” for the FFP CLINs. Please provide information on the types of ODCs the Government expects to be included in the FFP ODC CLINs and what assumptions the offerors should make in developing the ODC pricing for these CLINs.	L-13 3.5	Offeror Recommended Solution: We recommend the Government either (a) treat ODCs for FFP Labor CLINs as cost-reimbursable items included in the Government’s estimate for CLINs 0002, 0005, 0008, 0011, and 0014 or (b) make provision for ODCs for FFP CLINs to be proposed and negotiated on a task-order basis when adequate information is available to enable offerors to estimate these costs. Government Answer: RFP Section L-13 will be amended as follows: 1) Figure 9 Summary of ODC’s by Contract Year for CLIN’s 0016, 0017, 0018, 0019, and 0020 will be added. 2) Figure 10 Summary of Total Labor and Total ODC’s for CLIN’s 0016,0017,0018,0019, and 0020 will be added.

Number	Offeror Questions	Ref.	Answer
39	CLIN 0022 is identified in Section B as CPFF. Figures 1 and 2 in Section L make no provision for entry of “fixed fee” for this CPFF CLIN. Please confirm that CLIN 0022 is, in fact, intended to be CPFF and that we may add a line for fixed fee for the CLIN 0022 entries.	L.13 3.0 Figure 1	Government Answer: The RFP L-13, 3.0 Figure 1 and Figure 2 will be amended to include a Fixed Fee Line, and TOTAL Cost Plus Award Fee/Fixed Fee line.

Number	Offeror Questions	ef.	Answer
40	There are numerous requirements for the same cost information to be provided by contract year and by contractor fiscal year. We recommend the Government either (a) eliminate the requirement for data by Contractor fiscal year in its entirety or (b) permit offerors with rates that vary by contractor fiscal year to develop/disclose the composites used to arrive at rates by contract year, in lieu of providing the same data based on different time periods. This will streamline both the development of the cost proposal and the evaluation process.	L13 3.0	Government Answer: RFP L-13, 3.0 will be amended as follows: From: (8) The offeror shall provide costs utilizing a format similar to Figure 1 below that depict cost by CLINs, by Labor Category, and by other Cost Elements. To: The offeror shall provide costs utilizing a format similar to Figure 1 below that depict cost by CLINs, by Labor Category, and by other Cost Elements, for each contract year. From: (10) The offeror shall provide costs utilizing a format similar to Figure 2 below that depict a summary of all proposed contract year (as specified in Section F of the RFP), by Labor Category,

			<p>and by other Cost Elements. The offeror shall also present the information as required by Figure 2 below by the Offeror's Fiscal Year.</p> <p><u>To:</u> The offeror shall provide costs utilizing a format similar to Figure 2 below that depict a summary of all proposed contract year (as specified in Section F of the RFP), by Labor Category, and by other Cost Elements.</p> <p><u>From: (11)</u> The offeror shall provide costs utilizing a format similar to Figure 3 below that include all Other Direct Costs (ODCs) for all years, by contract year (as specified in Section F of the RFP) for CLINS 0002, 0005, 0008, 0011, 0014, and 0023 . Additionally, this same information shall also be submitted by the Offeror's Fiscal Year.</p> <p><u>To:</u> The offeror shall provide costs utilizing a format similar to Figure 3 below that include all Other Direct Costs (ODCs) for all years, by contract year (as specified in Section F of the RFP) for CLINS 0002, 0005, 0008, 0011, 0014, and 0023 .</p> <p><u>From: (2) Direct Labor Rates:</u> If the Offeror chooses to include other expenses such as hazard pay, bonuses, etc. as part of the proposed labor rates, or labor cost, the portion of the proposed rate or labor cost that represents such costs shall be separately identified and an explanation of what the estimated cost is based on shall be disclosed.</p> <p><u>To:</u> If the offeror fiscal year differs from the contract year the offeror must provide details into the development of all proposed direct labor rates by contract year. If the Offeror chooses to include other expenses such as hazard pay, bonuses, etc. as part of the proposed labor rates, or labor cost, the portion of the proposed rate or labor cost that represents such costs shall be separately identified and an explanation of what the estimated cost is based on shall be disclosed.</p> <p><u>From: (b) Indirect Rates:</u> The Offeror shall include a schedule showing all proposed indirect rates by contract line item and by contractor fiscal year and fully explain the base to which each rate is applied.</p> <p><u>To:</u> The Offeror shall include a schedule showing all proposed indirect rates by contract line item and fully explain the base to which each rate is applied. If the offeror fiscal year differs from the contract year, the offeror must provide details into the development of all proposed indirect expense rates by contract year.</p>
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Number	Offeror Questions	Ref.	Answer
41	The PWBS indicates that linguists supporting contingency operations will work a minimum of 8 hours per day but may be required to work 12 hours per day and will be on call for 24 hours. Section L requires offerors to estimate the number of hours for linguists. How many hours per day should offerors assume for purposes of estimating hours for linguists supporting contingency operations?	L 13.3	<p><u>Offeror Recommended Solution:</u> In the interest of ensuring consistency in the evaluation and a level playing field, we recommend the Government either specify the total number of hours for linguists or identify how many hours per day offerors should assume for linguists supporting contingency operations. The hours are not likely to be highly dependent upon any one offeror's technical solution and only the incumbent would have information on the historic averages.</p> <p><u>Government Answer</u> For evaluation purposes, offeror should assume 12 hours per day for the CPAF CLINS and 8 hours per day for the FFP CLINS.</p>

Number	Offeror Questions	Ref.	Answer
42	The Figure 7 and 8 breakouts for FFP CLINs appear to be typical of those usually required for cost-plus CLINs—i.e., there is not a place to build-up to or display a fully burdened, fixed hourly rate per category, and the Figures make reference to base and award fee. Please clarify.	L-13 Figure 7 & 8	<p><u>Offeror Recommended Solution:</u> We recommend these Figures be revised to show the fixed hourly rate per category (with columns added to display the build up to that rate if required for your evaluation purposes).</p> <p><u>Government Answer</u> Figure 7 will be amended to include hourly rate per category.</p>

Number	Offeror Questions	Ref.	Answer
43	Section M-7.2 discusses “3 elements” and 7 different factors. Should the offeror consider “elements” in Section M-7.2 to be equivalent to Evaluation Factors elsewhere in the RFP and “Factors” in Section M-7.2 to be the same as “subfactors” elsewhere in the RFP?	M-7.2	<p><u>Government Answer:</u> RFP Section M-7.2 will be amended as follows: <u>From:</u> The relative of importance of each of the three (3) elements as listed above is as follows: <u>TO:</u> The relative of importance of each of the three (3) Evaluation Factors as listed above is as follows:</p>

Number	Offeror Questions	Ref.	Answer
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44	The RFP states, “Offerors must propose a small business subcontracting goal percentage based on the total proposed value of the contract. The percentage shall be <u>no lower than 23%...</u> Offerors must subcontract at a minimum 5% each to Small Businesses and Woman-Owned Businesses.” As this section states that 23% must be subcontracted to Small Businesses, should the second reference (“5% each to Small Businesses...”) refer to Small Disadvantaged Businesses?	Section L-13 Subfactor 1.7	<p><u>Offeror Recommended Solution:</u> Revise the second to last sentence of the first paragraph of this section to read as follows: <u>Offerors must subcontract at a minimum 5% each to Small Disadvantaged Businesses and Woman-Owned Businesses.</u></p> <p><u>Government Answer:</u> RFP Section L-13 Subfactor 1.7 will be amended as follows: <u>From:</u> Offerors must subcontract at a minimum 5% each to Small Businesses and Woman-Owned Businesses. <u>To:</u> Offerors must subcontract at a minimum 5% each to Small Disadvantaged Businesses and Woman-Owned Businesses.</p>
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Number	Offeror Questions	Ref.	Answer
45	While in the theater, will the Government provide fuel for use in Offeror’s vehicles while supporting this contract?		<p><u>Government Answer:</u> For proposal purposes presume that the government will provide fuel for use in Offeror’s vehicle.</p>

Number	Offeror Questions	Ref.	Answer
46	While in the theater, will the Government provide meals to the successful Offeror’s in-theater management staff and Linguists?		<p><u>Government Answer:</u> For proposal purposes presume that the government will provide meals to deployed linguist.</p>